

TOWN OF OAKFIELD
REGULAR BOARD MEETING
AUGUST 6, 2019

ROLL

CALL: Supervisor Glor
Deputy Supervisor Martin
Councilman Carroll
Councilman Kabel
Councilman Wolcott

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Dennis
CEO/ZEO Mikolajczyk
Greg Houseknecht, Town Planning Board Chair
Dave Boyle, Village Mayor
Mike Schultz, Town MEO
Normand Fluet, Resident
Greg Scholand, Attorney for Brightmark Energy

Supervisor Glor called the meeting to order at 6:30; followed by the Pledge to the Flag

Minutes of the July 9, 2019 Regular Board Meeting: **MOTION** Councilman Wolcott, second Deputy Supervisor Martin to approve the minutes as written

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

NORMAND FLUET—FUNDRAISER OALL

Mr. Fluet presented a handout outlining a Fundraiser for the girls' softball field
Little League will raise the funds
This is a one day event to start, looking to fundraise at least 3 years
Mr. Fluet asked the Board what needs to happen to accomplish this goal

Superintendent Dennis: some like dirt—but it gets muddy

Some like grass—requires mowing

Mowing is not an issue because the Town does it; no cost difference between dirt and grass

Concern at the softball is the amount of rain we get; it was built on a swamp and tiled years ago

If you put it to all dirt, will it be dry enough to play?

Mr. Fluet—dirt is not our major concern, it needs leveling out (referring to infield only)

Superintendent Dennis—the field can be as good as anyone wants it. The Town Board has to determine what they want to spend of taxpayer money; based on what Little League wants.

Supervisor Glor asked if Little League was looking to the Town for funds, Mr. Fluet stated that the fundraisers would raise the funds.

Councilman Carroll stated that the scoreboards are less than 10 years old and the reason they don't always work and/or the condition they are in is because they were not well maintained. While the scoreboards were purchased by or donated to Little League, they are owned by the Town because they are on Town property. However, the Town will not pay to repair them; OALL must maintain what they have.

Superintendent Dennis stated that what you want is to do is great, but will others who follow you agree and maintain it? Our support is 110%!

Supervisor Glor stated that the Town will contribute as we have in the past, mowing the lawn and maintaining the structures.

A couple items Little League should be aware:

- Sponsorship signs on Town property is illegal

- Sponsorship can be placed on t-shirts, written material, etc.

- If event held at Town Park, you must reserve the park for that day

The Town Board agreed to have Mr. Fluet go ahead and get quotes; Town will support as we have

Labor for this project will be discussed if the funds are raised. What labor the Town can help with will be discussed at a future date.

****The proposed Fundraiser is attached to these minutes

GREG SHOLAND—ATTORNEY FOR BRIGHTMARK (YELLOW JACKET) ENERGY WITH LAMB FARMS

Mr. Scholand apologized for multiple submissions and is here to try to clear up any confusion

The clerk received via email:

- No building

- Concrete pad

- Gas runs through filters and compressors

- Goes to National Fuel pipeline grid

What the Town is looking for is site plan application support

Martin Energy is the site contractor

Brightmark owns the equipment (BME)

Councilman Wolcott asked who holds the liability. Mr. Scholand stated it would be BME Yellow Jacket

Supervisor wanted to clarify that gas would be trucked to Zuber Farms, which is the injection site—that is correct.

As Zuber's will not have municipal water until at least 2021, will this be an issue? Mr. Scholand said that is more a technical question, but the injection site will remain without municipal water

Superintendent Dennis wanted confirmation that the gas pressure will exceed 1000 lbs to which Mr. Scholand answered "yes"

CEO/ZEO Mikolajczyk asked what will this do to the Oakfield water supply; Mr. Scholand was unable to answer

Superintendent Dennis wants everyone to understand that we have to know how the water supply will be affected. We have to set debt charges, user fees, and approximation of how much more water upfront.

Superintendent Dennis also stated that there has to be construction drawings that Brightmark can submit to the Town and we have asked for them several times.

- Site drawings

- Excavation

- Elevation, etc.

- How much CO2

- How many cubic feet of gas

- How is the container built?

Also, to the best of our knowledge there has yet to be an application from National Fuel for a new line to the Town or County

Town also feels this should be a full SEQRA, why is it not? Mr. Scholand stated the project didn't meet full SEQRA guidelines

Supervisor Glor asked if there will be barrier around this site; at this time there are not

Councilman Carroll stated that there is a lot of information missing, you cannot just tell us that something is certified safe and expect us to accept it.

Deputy Supervisor Martin requested a profile and specifications of an existing site as well as assurity and performance bonds.

Once all requested information is received by the Town, Clark Patterson Lee will review it and give their recommendation; Mr. Scholand requested CPL's contact information

Mr. Scholand requested the Town Board set a Public Hearing on this project for the September 10th board meeting; stating that the Public Hearing will just fulfill the requirement. The Board would not have to make a decision at the September meet if they were not ready.

It was stated that one concern would be that Clark Patterson Lee would not have enough time to review the requested material and give a thorough assessment in that time period.

Deputy Supervisor Martin stated that he would like to see everything we requested first

CEO/ZEO

Mr. Mikolajczyk's report is available for review during regular business hours

SUPERINTENDENT OF HIGHWAYS

1) Road Work Update

- a) Fixing road signs as needed to bring up to MUTCD standards, and keeping visibility of signs clear of weeds, brush, and tree branches this is on all town and county roads.
- b) Intersection lighting change to LED working with National Grid and adding three street lights: the curve on Fisher Road by Depew Rod & Gun, intersection of school drive and Maltby Road, and intersection of Maltby Road and Judge Road. National Grid is in design phase for all the work.
- c) Crack sealing of all the town roads is near completion by Magic Seal.
- d) Scheduling road work for the 2019 construction season.(large culvert on East Shelby Road plus other work)

2) Building & Grounds

- a) MJ Mechanical working on heating system, also with Clark Patterson. See e-mail from Kistner.

3) Cemeteries

- a) Been mowing and trimming every week.
- b) Planning on paving main driveways this year. Where will funds come from to pay for? (Will need to wait till 2020 or 2021)
- c) Cemeteries look very good Marc and the rest of the guys are putting in extra effort this year to keep them looking good.
- d) Getting top soil to fix new and old graves.

4) Parks

- a) We are looking at some up-grades to park with our Engineers so we can apply for grants as they become available and talk to little league, betterment committee for financial assistance. We may want to consider doing this work and possibly banning it. The drawings are revised now. The cost est. is by Clark-Patterson.
- b) We need to discuss next steps in the park up-grades. See e-mail of 6/25/19.
- c) Working on schedule to revamp current baths to handicap accessible. Most of the work is being done by town forces. Alliance Door for new doors in bathrooms are installed and working well. Marc commented that bathrooms are cleaner because doors are left shut.
- d) Put in two new water hydrants by each pavilion.

5) Equipment Update

- a) The 2009 dump truck is being worked on by Lyons Collision, then to Unicorn for the finish work.

6) Public Works Update

- a) WD 9 & 3 has some meter pit repairs needed to be done. (Town of Batavia's request)
- b) Clark-Patterson held a meeting on master meter pit operation (Fisher Road, Drake Street, Maltby Road, and Lewiston Road). See meeting minute of 6/26/19. Getting weekly updates on flow and CL2 readings.
- c) WD 11 ext. Lewiston Road being worked on by Clark Patterson and Oakfield Public Works Administrator along with GCEDA. Bids were too high with a single bid will re-bid later, working on options with CPL.
- d) Phase 2 Alabama is completed.
- e) Clark Patterson has started laying out sewer districts for future expansion and current needs in the town, also creating a sewer district where there is already sewer in the town. Village will be at all future meetings on sewer.
- f) Monroe Water Authority in future is the way to go. Waiting for county/city sales tax agreement and city to sign a contract with MCWA first before that can happen.
- g) Need to pursue getting together with village with Town Board, Town Attorney, County Attorney, County Highway Superintendent, Village Board, and Village Attorney on water debt distribution.
- h) Lockport Road master meter pit is under Elba phase 3 at Oakfield/Elba town-line.
- i) Advised by Tim Hens today that Genesee Co. is out of water for future expansion till new phase 2 & 3 are installed which are in process. All water districts that have been approved to date will get water now.

7) Library

- a) Working with CPL for elevator install at the library. CPL has come took pictures and measurements and done preliminary dwgs. Estimate looks very good, the library is working on getting grant money to install. Next step waiting on the Library Board.

8) Miscellaneous

- a) Need to set up meeting on possible housing development plan areas for Town of Oakfield a developer has already been here for info on locations for housing tracts.
- b) Land fill is open for the whole year weather permitting access.
Working with a solar company on a solar field installation. Nothing new to report.
- b) Need to revise and up-date our zoning codes and town required permits. Need a fill permit, Highway construction permit, over weight permit, over width permit, and others as needed.
- c) DEC has completed the Landfill Inspection waiting for the report.
- d) Like to pursue setting up a town wide drainage district. Will be some engineering costs up front then add a general fund budget item. Working with Home Land Security on possibly some funding. Would like town board to set-up a committee of two town board members, highway superintendent, and town assessor. In the future may want to add two residents from the town wide (one village, one outside of village).

e) Highway Superintendent will out of the office August 9th thru August 17th and August 30th thru September 2nd.

Alan R. Dennis:
Superintendent of Highways
Public Works Administrator
Cemetery Administrator
Parks Administrator

3219 Drake Street
Oakfield, New York 14125
585-813-3352 cell phone
585-948-5835 ext. 103 office
585-948-8108 fax

TOWN CLERK

Abstract 8-2019—**MOTION** Councilman Wolcott, second Councilman Kabel to authorize the following:

General Fund	1484-1514	\$12,530.77
Highway DA	516-528	\$75,528.31
Highway DB	259-264	\$18,946.84
Part Town B	171-177	\$89,858.20
Youth Recreation	44-50	\$ 6,882.57
	TOTAL	\$203,746.69

Ayes: Glor, Martin, Carroll, Kable, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

Working on Alan's retirement party

President of Little League questioned the invoice for cleaning of bathrooms, etc.

Assessor and Town Clerk working on updating policies and procedure for office and ideas of how to incorporate Highway into our office

Looking to make updates and changes to the website

Town Clerk had to order a new computer as the keyboard on the current computer will not work, screen is flickering and often shuts down during the day

Youth Recreation program ends on Friday, August 9th, once again Riley D'Alba and her team did an excellent job

Budget requests for A & B Funds are complete and we continue to plan for 2020

Theresa Demars from Lawley Genesee sent a reminder that we need insurance from the Betterment Committee for use of the Town Park, a list of who and what will be in the park and if any crafters or

vendors Town needs to be listed on the crafter/vendor insurance as additional insured. An email will be sent tomorrow

SUPERVISOR

MOTION Deputy Supervisor Martin, second Councilman Carroll to approve the supervisor’s report as submitted

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

LIBRARY LIAISON

Not much going on; 47 surveys were returned and of that 36 people want Saturday hours

OLD BUSINESS

Reminder of Budget Workshop scheduled for August 27th

Transition of Highway Superintendent—Alan will submit his letter of resignation to the Town Clerk at the beginning of October; the board can act on the resignation at the October Board meeting; at that time appoint replacement by effective date

NEW BUSINESS

Supervisor Glor was asked if the Town will participate in the Labor Day Parade; with all the work that has to be done with the signs and preparing for the parade ahead of time it was decided that nobody would be available to actually be in the parade.

2020 changes in office positions when Superintendent Dennis retires will be as follows:

Monies from the “B” fund will be transferred to the “A” fund as follows:

B1490.1	Public Works Admin.	\$15,000.00
B1490.1a	Public Works Clerk Srv.	\$ 2,000.00
A1460.1	Scanning	\$ 3,000.00
	TOTAL	\$20,000.00

Create the following line items:

A5010.1a	Highway Admin. Assistant	\$13,000.00
A1410.1a	Deputy Clerk I	\$ 7,000.00
	TOTAL	\$20,000.00

No change to budget.

Michael Hicks, a Liaison for Congressman Chris Collins has asked for a meet and greet, Supervisor Glor is waiting on a date

Reappointment of Assessor

MOTION Councilman Kabel, second Councilman Wolcott to reappoint Barry Flansburg as Town Assessor for the next six years (9/1/2025)

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

Clark Patterson Lee

Clark Patterson Lee, Town Engineers submitted a letter stating that they will review the information requested from Brightmark (Yellow Jacket) Energy not exceed \$4,000.00

The fees will be charged back to the applicant of the project

Depending on what is submitted, this cost estimate may need to be adjusted

MOTION Councilman Carroll, second Deputy Supervisor Martin to accept the proposal from Clark Patterson Lee not to exceed \$4,000

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

The Board as a whole decided not to schedule a Public Hearing on this Brightmark matter, as they are waiting on requested documents

ADJOURNMENT: MOTION Councilman Kabel, second Deputy Supervisor Martin to adjourn the meeting at 8:32 pm.

Respectfully submitted,

Melissa M. Haacke,
Town Clerk